

MITIGATION MONITORING AND REPORTING PROGRAM

CEQA requires that when a public agency completes an environmental document which includes measures to mitigate or avoid significant environmental effects, the public agency must adopt a reporting or monitoring plan. This requirement ensures that environmental impacts found to be significant will be mitigated. The reporting or monitoring plan must be designed to ensure compliance during project implementation (*Public Resources Code* Section 21081.6).

In compliance with *Public Resources Code* Section 21081.6, the attached *Mitigation Monitoring and Reporting Program* has been prepared for the proposed Project. This *Mitigation Monitoring and Reporting Program* is intended to provide verification that all mitigation measures identified in the Initial Study prepared for the project are monitored and reported. Monitoring will include 1) verification that each mitigation measure has been implemented; 2) recordation of the actions taken to implement each mitigation; and 3) retention of records in the project file.

This *Mitigation Monitoring and Reporting Program* delineates responsibilities for monitoring the project, but also allows the City flexibility and discretion in determining how best to monitor implementation. Monitoring procedures will vary according to the type of mitigation measure. Adequate monitoring consists of demonstrating that monitoring procedures took place and that mitigation measures were implemented.

Reporting consists of establishing a record that a mitigation measure is being implemented, and generally involves the following steps:

- The City distributes reporting forms to the appropriate entities for verification of compliance.
- Departments/agencies with reporting responsibilities will review the Initial Study, which provides general background information on the reasons for including specified mitigation measures.
- Problems or exceptions to compliance will be addressed to the City as appropriate.
- Periodic meetings may be held during project implementation to report on compliance of mitigation measures.
- Responsible parties provide the City with verification that monitoring has been conducted and ensure, as applicable, that mitigation measures have been implemented. Monitoring compliance may be documented through existing review and approval programs such as field inspection reports and plan review.
- The City prepares a reporting form periodically during the construction phase and an annual report summarizing all project mitigation monitoring efforts.
- Appropriate mitigation measures will be included in construction documents and/or conditions of permits/approvals.

Minor changes to the *Mitigation Monitoring and Reporting Program*, if required, would be made in accordance with CEQA and would be permitted after further review and approval by the City. Such changes could include reassignment of monitoring and reporting responsibilities, plan redesign to make any appropriate improvements, and/or modification, substitution, or deletion of mitigation measures subject to conditions described in *CEQA Guidelines* Section 15162. No change will be permitted unless the *Mitigation Monitoring and Reporting Program* continues to satisfy the requirements of *Public Resources Code* Section 21081.6.

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Assumed Compliance with Existing Requirements to Mitigate Project Impacts

The project is assumed to comply with existing requirements such as those contained in Federal, State and local laws that are not included as mitigation measures, because the project will need to comply with those as a matter of law. These include, but are not limited to the payment of impact fees, and complying with building and safety codes.

MITIGATION MONITORING AND REPORTING CHECKLIST

Mitigation Number	Mitigation Measure	Monitoring and Reporting Process	Monitoring Milestones	Party Responsible for Monitoring	VERIFICATION OF COMPLIANCE		
					Initials	Date	Remarks
AESTHETICS							
AES-1	<p>A Lighting Design Plan, that describes the location and types of fixtures as well as lighting intensity measured in foot-candles, shall be submitted to the City of Belmont Planning Department for review and approval. Low intensity and indirect sources of light shall be used, where feasible. Bright light sources shall not be permitted unless specifically approved. Lighting shall be limited to areas that would be in operation during nighttime hours and on-demand lighting systems shall be preferred. All lighting installations shall be designed and installed to be fully shielded (full cutoff) and to minimize glare and obtrusive light by limiting outdoor lighting that is misdirected, excessive, or unnecessary, except as in the exceptions below, and shall have maximum lamp wattage of 250 watts for commercial lighting, or 100 watts incandescent. Lighting that is exempt includes:</p> <ul style="list-style-type: none">• Lighting in swimming pools and other water features.• Exit signs and other illumination required by building codes.• Lighting for stairs and ramps, as required by the building code.• Signs that are regulated by the sign code.	Review of Project Construction-Contract Specifications	Prior to issuance of Building Permit	City of Belmont Community Development Department			

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	<ul style="list-style-type: none"> Holiday and temporary lighting (less than thirty days use in any 1 year). Low-voltage landscape lighting, but such lighting should be shielded in such a way as to eliminate glare and light trespass. 						
AIR QUALITY							
AQ-1	<p>Include basic measures to control dust and exhaust during construction. During any construction period ground disturbance, the applicant shall ensure that the project contractor implement measures to control dust and exhaust. Implementation of the measures recommended by BAAQMD and listed below would reduce the air quality impacts associated with grading and new construction to a less than significant level. The contractor shall implement the following best management practices that are required of all projects:</p> <ol style="list-style-type: none"> All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day. All haul trucks transporting soil, sand, or other loose material off-site shall be covered. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited. 	Review of Project Construction-Contract Specifications/Construction Inspections	Prior to Grading Permit issuance and on-going	City of Belmont Community Development Department/Construction Contractor			

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	<p>4. All vehicle speeds on unpaved roads shall be limited to 15 miles per hour (mph).</p> <p>5. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.</p> <p>6. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.</p> <p>7. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.</p> <p>8. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.</p>						
BIOLOGICAL RESOURCES							

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BIO-1	<i>Nesting Raptors or Other Migratory Birds.</i> <ul style="list-style-type: none"> Construction related activities should take place during the non-breeding season (September 1-January 31) to the greatest extent feasible. A preconstruction nesting bird survey shall be completed by a qualified biologist prior to demolition or any construction activity that occurs during the breeding season (February 1 through August 31) in order to avoid impacts to nesting birds. Surveys shall be completed by a qualified biologist no more than 15 days before initiation of construction activities. Surveys shall include the project site, staging area, and 500 feet surrounding the project site. If nests are observed, the biologist in consultation with California Department of Fish and Wildlife (CDFW), will determine an adequate buffer zone and other minimization measures to ensure that nest will not be disturbed during project construction. 	Review of Project Construction-Contract Specifications/Construction Inspections	Prior to Grading Permit	City of Belmont Community Development Department/ Construction Contractor			
BIO-2	<i>Roosting Bats.</i> <ul style="list-style-type: none"> Prior to demolition, a preconstruction bat survey shall be conducted to determine if bats are roosting or breeding in the existing structures. A qualified biologist shall survey the structures on the site using suitable methods to enable detection of bats. A minimum of one survey shall occur no more than 30 days 	Review of Project Construction-Contract Specifications	Prior to Tree Removal Permit	City of Belmont Community Development Department			

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	<p>prior to demolition. If no bats are observed to be roosting or breeding in these structures, then no further action will be required and demolition can proceed.</p> <ul style="list-style-type: none"> If a non-breeding bat colony is found in the structures to be demolished, the individuals shall be humanely evicted via the partial dismantlement of the buildings prior to demolition under the direction of a qualified bat specialist to ensure that no harm or "take" would occur to any bats as a result of demolition activities. If a maternity colony is detected in the buildings, then a construction-free buffer will be established around the structure and remain in place until it has been determined by a qualified biologist that the nursery is no longer active. 						
CULTURAL RESOURCES							
CR-1	In the unlikely event of any unanticipated discoveries during construction, all work within 100 feet if the find should cease until a qualified archaeologist has been given an opportunity to assess its significance.	During grading activities/ Contact identified parties	On-going during construction activities	City of Belmont Community Development Department/ Construction Contractor			
CR-2	In the unlikely event that human remains are encountered during the proposed project, the provisions outlined in Section 7050.5 of the California Health and Safety Code must be followed.	During grading activities/ Contact identified parties	On-going during construction activities	City of Belmont Community Development Department/			

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				Construction Contractor/ Coroner's Office			
GEOLOGY & SOILS							
GEO-1	Prior to building permit approval, the owner or designee shall submit construction plans to the City that demonstrate conformance to all of the recommendations in the Final Geotechnical Report and peer reviewed recommendations for the project. These plans shall be peer-reviewed by the City's geotechnical consultant as part of the geotechnical plan review.	Review of Grading Permit	Prior to issuance of Grading Permit	City of Belmont Community Development Department/ Project Engineer			
HAZARDS & HAZARDOUS MATERIALS							
HAZ-1	Hazardous Building Material Removal Asbestos Testing and Removal: Prior to demolition activities of any structures located on the project site, the project applicant shall retain a certified hazardous waste contractor to test for asbestos. If asbestos is found in building materials, the contractor shall properly remove and dispose of these asbestos containing materials in accordance with federal and state law. All removal activities shall be completed prior to commencement of demolition activities. Following completion of removal activities, the applicant shall submit documentation to the City of Belmont verifying that all hazardous materials were properly removed and	Issuance of Building Permit/On-going during demolition	Prior to demolition/On-going during demolition	City of Belmont Community Development Department/ Project Contractor			

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	disposed, provide proof of Permit from the BAAQMD. Lead Testing and Removal: A state certified lead-based paint professional shall be retained to perform a lead-based paint survey of the existing structures and the recommendations of the professional shall be followed for abatement of any identified lead-based paint prior to demolition of the structures.						
HAZ-2	Construction workers on-site could be exposed to residual migrating contaminants in the soil and groundwater during grading and construction on the site. Excavation at the site could expose the public or the environment to hazardous materials.						
HAZ-2a	Conduct specific testing of soil prior to issuance of grading permit and If residual contaminants are found and are above regulatory environmental screening levels (ESLs) for public health and the environment, the project proponent shall implement appropriate management procedures, such as removal of the contaminated soil and implementation of a Site Management Plan (SMP) under regulatory oversight from the San Mateo County Environmental Health Division (SMECHD) or the California Department of Toxic Substances Control (DTSC). Copies of the environmental investigations shall be submitted to the City of Belmont Community Development Department.	Issuance of Grading and Building Permits/On-going during construction	Prior to issuance of Grading Permits/On-going during construction activities	City of Belmont Community Development Department/San Mateo County Environmental Health Division/California Department of Toxic Substances Control			

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	<p>The SMP shall be prepared by a qualified hazardous materials consultant. The SMP shall include:</p> <p>Management practices for handling contaminated soil or other materials if encountered during construction or cleanup activities and measures to minimize dust generation, stormwater runoff, and tracking of soil off-site.</p> <ul style="list-style-type: none"> • Preliminary Remediation Goals (PRGs) for environmental contaminants of concern to evaluate the site conditions following SMP implementation. • A health and safety plan (HSP) for each contractor working at the site that addresses the safety and health hazards of each phase of site operations that includes the requirements and procedures for employee protection. The HSP will also outline proper soil handling procedures and health and safety requirements to minimize worker and public exposure to hazardous materials during construction. <p>The SMP would be prepared and submitted to SMCEHD or DTSC for review and approval prior to issuance of grading permits and commencement of cleanup activities. The approved SMP would detail procedures and protocols for management of soil containing</p>						

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	<p>environmental contaminants during site development activities.</p> <p>All measures shall be printed on all construction documents, contracts, and project plans prior to issuance of grading permits.</p> <p>A No Further Action letter (or equivalent assurance) from SMCEHD or DTSC documenting completion of cleanup activities shall be provided to the City of Belmont Community Development Department prior to issuance of grading permit.</p>						
HAZ-2b	Prior to issuance of a grading permit, a groundwater management and dewatering plan shall be developed to protect construction workers if groundwater is encountered, and to meet the permit requirements if groundwater is determined to require treatment prior to discharge to the Sewer system. The San Mateo County Environmental Health Division would be informed of any groundwater contaminants and oversee the groundwater management plan.	Issuance of Grading and Building Permits	Prior to issuance of Grading Permits	City of Belmont Public Works/San Mateo County Environmental Health Division			
HAZ-2c	A copy of the Site Management Plan and any associated environmental investigations shall be provided to the City of Belmont Community Development Department.	Issuance of Grading Permit	Prior to demolition	City of Belmont Community Development Department/ Project Contractor			
HAZ-2d	Prior to issuance of a grading permit, the project proponent would implement	Issuance of Grading and	Prior to issuance of	City of Belmont Community			

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	Mitigation Measures HAZ-2a-c and would be required to provide a monitoring plan to the satisfaction of the City of Belmont Community Development Department.	Building Permits/On-going during construction	Grading Permits/On-going during construction activities	Development Department/San Mateo County Environmental Health Division/California Department of Toxic Substances Control			
NOISE							
NOI-1	Construction Best Management Practices <ul style="list-style-type: none"> Pursuant to the Municipal Code, restrict noise-generating construction activities to the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday and 10:00 a.m. to 5:00 p.m. on Saturdays. No construction activity or related activities shall be allowed outside of the aforementioned hours or on Sundays and Holidays. All gasoline-powered construction equipment shall be equipped with an operating muffler or baffling system as originally provided by the manufacturer, and no modification to these systems is permitted. Unnecessary idling of internal combustion engines should be strictly prohibited. Located stationary noise generating equipment such as air compressors or portable power generators as far as possible from sensitive receptors (adjacent hotels). 	Issuance of Grading Permit/On-going during construction	Prior to issuance of Grading Permits/On-going during construction activities	City of Belmont Community Development Department/Construction Contractor			

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	<ul style="list-style-type: none"> Utilize “quiet” air compressors and other stationary noise sources where technology exists. 						
NOI-2	<p>The following mitigation measures shall be incorporated into the proposed project to reduce interior noise levels:</p> <ul style="list-style-type: none"> Construct three-foot high parapet walls, as measured above the base elevation of the outdoor terrace and located along the western and southern edge of the rooftop terrace area, to reduce exterior noise levels in outdoor use areas to 65 dBA Ldn or less. To be effective, the parapet wall must be constructed with a solid material with no gaps in the face of the wall or at the base. Openings or gaps between sound wall materials or the ground substantially decrease the effectiveness of the sound wall. Suitable materials for sound wall construction should have a minimum surface weight of 3 pounds per square foot (such as 1-inch-thick wood, masonry block, concrete, or metal). Provide sound rated windows for the northern, southern, and western facing hotel rooms to maintain interior noise levels at acceptable levels. Preliminary calculations show that sound-rated windows with minimum STC4 Ratings of 28 to 34 would be satisfactory for these hotel rooms to achieve acceptable interior noise levels. The specific determination of 	Issuance of Building Permit	Prior to issuance of Building Permit/ Construction inspection	City of Belmont Community Development Department			

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	<p>what noise insulation treatments are necessary shall be conducted on a room-by-room basis during final design of the project.</p> <ul style="list-style-type: none"> • Provide a suitable form of forced-air mechanical ventilation, as determined by the local building official, for all hotel rooms, so that windows can be kept closed at the occupant's discretion to control interior noise and achieve the interior noise standards. The PTAC units proposed for the project⁵ would be sufficient to meet this requirement. • A qualified acoustical consultant shall review the final site plan, building elevations, and floor plans prior to construction to ensure that interior noise levels would not exceed 45 dBA Ldn inside hotel rooms. Results of the analysis, including the description of the necessary noise control treatments, shall be submitted to the City, along with the building plans and approved design, prior to issuance of a building permit. 						
NOI-3	<p>The following measures, in addition to the best practices specified in Mitigation Measure NOI-1, are recommended to reduce vibration impacts from construction activities to a less-than-significant level:</p> <ol style="list-style-type: none"> 1. For all construction proposed to be located within 20 feet of adjacent structures, a construction vibration- 	Issuance of Occupancy Permits/On-going inspections during construction	Prior to Issuance of Occupancy Permits/ Construction Inspections	City of Belmont Community Development Department			

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	<p>monitoring plan would need to be implemented to document conditions prior to, during and after vibration generating construction activities. All plan tasks shall be undertaken under the direction of a licensed Professional Structural Engineer in the State of California and be in accordance with industry accepted standard methods. The construction vibration monitoring plan should be implemented to include the following tasks:</p> <ol style="list-style-type: none"> Perform a photo survey, elevation survey, and crack monitoring survey for each identified structure. Surveys shall be performed prior to any construction activity and after project completion and shall include internal and external crack monitoring in structures, settlement, and distress and shall document the condition of foundations, walls and other structural elements in the interior and exterior of said structures. Designate a person responsible for registering and investigating claims of excessive vibration. The contact information of such person shall be clearly posted on the construction site. Make appropriate repairs or compensation where damage has 						

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	<p>occurred as a result of construction activities.</p> <p>d. The results of all vibration monitoring shall be summarized and submitted in a report shortly after substantial completion of each phase identified in the project schedule. The report will include a description of measurement methods, equipment used, calibration certificates, and graphics as required to clearly identify vibration-monitoring locations. An explanation of all events that exceeded vibration limits will be included together with proper documentation supporting any such claims.</p>						